

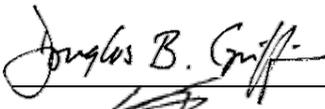
**CITY OF PALMER
ACTION MEMORANDUM NO. 12-070**

Subject: Authorize the City Manager to Purchase Portable Radios and Equipment for Palmer Fire and Rescue with \$19,508.08 in Volunteer Fire Assistance Grant from the State of Alaska, Department of Natural Resources, Division of Forestry Funds Using Western States Contracting Alliance (WSCA) Contract Pricing

Agenda of: October 23, 2012

Council Action: Authorized _____

Approved for presentation by:

City Manager	
City Attorney	
City Clerk	

Certification of Funds:

Total amount of funds listed in legislation:	\$ _____
This legislation (√):	
<input type="checkbox"/> Has no fiscal impact	
Creates:	
<input checked="" type="checkbox"/> A negative fiscal impact in the amount of:	\$ <u>16,898.76</u>
<input type="checkbox"/> A positive fiscal impact in the amount of:	\$ _____
<input checked="" type="checkbox"/> Funds are budgeted from this (these) line item(s):	
➤ 01-13-10-6053	\$ <u>16,898.76</u>
➤	\$ _____
➤	\$ _____
<input type="checkbox"/> Funds are not budgeted. Budget modification is required. Affected line item(s):	
➤	\$ _____
Unrestricted/undesignated fund balance (after budget modification)	\$ _____
Director of Finance signature certifying funds:	_____ 

Attachment(s):

- Resolution 12-014
- ProComm portable radio quote

Summary statement: On June 26, 2012, the Palmer City Council approved resolution no. 12-014 accepting and appropriating \$19,508.08 to fund wildland personal protective equipment and portable radio equipment for Palmer Fire & Rescue. The Administration proposes to purchase these radios using Western States Contracting Alliance (WSCA) Contract Pricing. WSCA was formed in October 1993 by the state purchasing directors from fifteen western states. The purpose of creating WSCA was to establish the means by which participating states

could join together in cooperative multi-state contracting. This joint participation eliminates the need to go out for bid for procurement of many purchases, including emergency radios for police and fire. This procurement method is authorized under PMC 3.21.230 *Governmental and proprietary procurements*. The Administration proposes to purchase these fire radios using WSCA contract prices through the local Motorola vendor, ProComm Alaska. The radio purchase will total \$16,898.76. The remainder of the grant funds in Resolution no. 12-014 will be used to purchase wildland fire personal protective equipment.

Administration recommendation: Approve action memorandum 12-070.

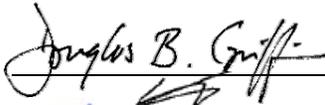
CITY OF PALMER
INFORMATION MEMORANDUM NO. 12-041
RESOLUTION NO. 12-014

Subject: Resolution No. 12-014: Accepting and Appropriating the 2012 Volunteer Fire Assistance Grant from the State of Alaska, Department of Natural Resources, Division of Forestry in the Amount of \$19,508.08 and Authorizing the City Manager to Purchase Wildland Personal Protective Equipment (PPE) and Portable Radio Equipment

Agenda of: June 26, 2012

Council Action: Adopted

Approved for presentation by:

City Manager City Attorney City Clerk	
	
	

Certification of Funds:

Total amount of funds listed in legislation:	\$ <u>21,458.89</u>
This legislation (✓):	
<input type="checkbox"/> Has no fiscal impact	
Creates:	
<input type="checkbox"/> A negative fiscal impact in the amount of:	\$ _____
<input checked="" type="checkbox"/> A positive fiscal impact in the amount of:	\$ <u>19,508.08</u>
<input checked="" type="checkbox"/> Funds are budgeted from this (these) line item(s):	
➤ 01-13-10-6053	\$ <u>1,950.81</u>
➤	\$ _____
<input checked="" type="checkbox"/> Funds are not budgeted. Budget modification is required. Affected line item(s):	
➤ 01-13-10-6053	\$ <u>19,508.08</u>
➤	\$ _____
Unrestricted/undesignated fund balance (after budget modification)	\$ _____
Director of Finance signature certifying funds:	<u></u>

Attachment(s):

- Resolution no. 12-014
- State of Alaska, Department of Natural Resources, Division of Forestry letter

Summary statement: The City of Palmer has been granted a State of Alaska, Department of Natural Resources, Division of Forestry Volunteer Fire Assistance Grant in the amount of \$19,508.08 to purchase wildland personal protective equipment and portable radio equipment for Palmer Fire and Rescue. Palmer Fire & Rescue applied for this grant in March of 2012. These grant funds are used to assist in the purchase of fire equipment for departments across Alaska.

On May 15, 2012, an interagency committee met to allocate the funds to area fire departments, and Palmer Fire & Rescue was chosen to receive \$19,508.08. This grant requires a 10% match. These match funds (in the amount of \$1,950.81) are budgeted from 01-13-10-6053 in the 2012 budget. The City was notified May 23, 2012 that they had been awarded this grant.

Administration recommendation: Adopt resolution no. 12-014.

Introduced by: City Manager Griffin

Date: June 26, 2012

Action: Adopted

Vote: Unanimous

Yes:

No:

Best

Erbey

Combs

DeVries

Hanson

Johnson

CITY OF PALMER, ALASKA

Resolution No. 12-014

A Resolution of the Palmer City Council Accepting and Appropriating the 2012 Volunteer Fire Assistance Grant from the State of Alaska, Department of Natural Resources, Division of Forestry in the Amount of \$19,508.08 and Authorizing the City Manager to Purchase Wildland Personal Protective Equipment (PPE) and Portable Radio Equipment

WHEREAS, the City of Palmer Fire & Rescue provides fire protection and response to calls for service for the citizens of Palmer; and

WHEREAS, the City of Palmer Fire & Rescue needs dependable wildland PPE for the safe and efficient delivery of fire protection; and

WHEREAS, the City of Palmer Fire & Rescue must equip firefighters with portable radio communications equipment for wildland fire suppression activities; and

WHEREAS, the City of Palmer Fire & Rescue has been awarded \$19,508.08 from the State of Alaska, Department of Natural Resources, 2012 Volunteer Fire Assistance Grant for the purchase of wildland personnel protective equipment and portable radio equipment.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council to accept and appropriate \$19,508.08 from the 2012 Volunteer Fire Assistance Grant and to authorize the City Manager to purchase wildland personnel protective equipment and portable radio equipment.

ORIGINAL SCOPE OF WORK

The City proposes to use the 2012 Volunteer Fire Assistance Grant funds to purchase wildland personnel protective equipment and portable radio equipment for Palmer Fire & Rescue.

BUDGET:

Project Budget	\$21,458.89
From Volunteer Fire Assistance Grant	\$19,508.08
From Fire Dept. 01-13-10-6053	\$1,950.81

Passed and approved by the City Council of the City of Palmer, Alaska this twenty-sixth day of June, 2012.

DeLena Goodwin Johnson, Mayor

Janette M. Bower, MMC, City Clerk

STATE OF ALASKA

DEPARTMENT OF NATURAL RESOURCES

DIVISION OF FORESTRY MAT-SU AREA OFFICE

SEAN PARNELL, GOVERNOR

101 AIRPORT ROAD
PALMER, ALASKA 99645
PHONE: (907) 761-6300
FAX: (907) 761-6319

May 15, 2012

Attention: Palmer Fire & Rescue

Thank you for applying for the 2012 Volunteer Fire Assistance grants. A total of 38 fire departments applied for the Volunteer Fire Assistance (VFA) grant. Thirty-five of the thirty-eight applications will receive some level of funding. A total of \$454,480.62 was awarded.

The enclosed spreadsheet lists all applicants and amount requested. If a fire department was awarded a grant, the amount awarded will be listed in the column titled "Amount Awarded". If funding was not awarded, \$0.00 will be reflected in the column.

This assistance is provided to increase firefighter safety, improve the fire fighting capabilities of rural fire departments, and enhance protection in the urban-wildland interface.

We are pleased to announce that funds are available. Enclosed is a warrant in the amount of \$19,508.08. Please note that in some cases, a mixture of VFA and RFA funding was provided, even if only one type of grant application was returned. Funds from one program cannot be used as matching for the other program. Some additional reminders:

- Checks must be cashed within 90 days of issuance.
- To be eligible for the 2013 VFA grants, compliance documentation, such as copies of receipts for 2012 grant expenditures, must be submitted to your local Forestry office by March 15, 2013.
- Volunteer Fire Assistance is an award of Federal Financial Assistance and as such, is subject to the Office of Management and Budget (OMB) Circular A-87, Cost Principles for State, Local and Indian Tribal Governments; OMB Circular A-102 (Grants and Cooperative Agreements with State and Local governments) as implemented by USDA regulation 7 CFR Part 3016 (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments); and OMB Circular A-133 (Audits of States, Local Governments, and Non-Profit Organizations) as implemented by USDA regulation 7 CFR 3052. The OMB Circulars are available on the internet at www.whitehouse.gov/omb/grants. Electronic copies of the CFR's can be obtained at the following internet site: www.gpoaccess.gov/cfr/. If you are unable to retrieve these regulations electronically, please contact Arlene Weber-Sword at (907)269-8471.

Funds granted under this program must be used for items specified in your original application. If you do not have a copy of your application, please contact the Division of Forestry as soon as possible to request a copy. Documentation of expenditures must be provided as specified in the specific agency grant award. Non-compliance with these conditions will result in future disqualification from the VFA or RFA program until compliance is met. Documentation consists of copies of invoices and copies (front and back) of checks or warrants used to purchase the approved items.

Volunteer Fire Assistance Specifics

Guidelines

- 1) PL 95-313, Sec. 7; provides a 50-50 matching share, up to a limit of \$22,500.00. However, a limit of \$10,000.00 per fire department has been imposed so that more fire departments will have the opportunity to participate. Local matching funds must be available when application is made.
- 2) Funding cannot be used for the following:
 - a. Repair, construction or purchase of buildings.
 - b. Land acquisition.
 - c. Pressurized waterlines and hydrants.
 - d. Emergency medical equipment.
 - e. Any equipment not fire-related.
 - f. Normal operating expenses (salaries, utilities, fuel, etc.)
 - g. Any single item costing \$3,000.01 or more.
- 3) Applications received a higher rating if one or more of the following conditions were met:
 - a. Fire departments having cooperating agreements with the Alaska Division of Forestry, the USDI-BLM Alaska Fire Service, or the USDA Forest Service to attack wildland fires within their service areas.
 - b. Newly established, approved fire departments (those not in operation over 12 months.)
 - c. Fire departments that have not previously received VFA funding.
 - d. Purchase of equipment especially useful on wildland fires, such as portable pumps, fold-a-tanks, hose, communications equipment, etc.
 - e. Documented training (either structural or wildland.)
- 4) For matching purposes only, up to \$750.00 worth of in-kind services may be used in lieu of copies of invoices and cancelled checks. In-kind services means unpaid attendance at fire protection training courses and/or workshops at the equivalent pay rate of EFF-2, or attendance at fire protection training courses and/or workshops at the employee's normal Fire Department pay rate if the employee is a paid employee of the Department.

Documentation will consist of a roster of the course or workshop, title and brief description, date, employees' names in attendance and signatures, course hours, and total equivalent of pay (at current EFF-2 pay rate.) For 2012, the EFF pay rate is \$12.80 per hour.

Rural Fire Assistance Specifics

Guidelines

- 1) Funding was limited to training, equipment, and prevention activities related to wildland fire. Some restrictions apply to the purchase of communications equipment.
- 2) Capability to meet cost share at a minimum of 10% (which may include in-kind services.)
- 3) Maximum allowable contribution per fire department per year is \$20,000.00
- 4) Departments in close proximity to Department of Interior lands received priority for RFA funding.

Sincerely,



Norm McDonald
Fire Management Officer
Mat-Su Area

Enclosures

Final 2012 Volunteer Fire Assistance Awards

Fire Department	City	Zip Code	Amount Requested	Amount Awarded	Source Grant	Agency or DOF Office	Past Grants	Comments
Rural Delta VFD	Delta Jct.	99737	\$19,800.00	\$19,800.00	VFA	DAF	06	
Ester VFD	Ester	99725	\$15,830.00	\$15,830.00	VFA	FAF	03,04,05,06,07,08,09,10,11	
Steese Area VFD	Fairbanks	99710	\$20,000.00	\$20,000.00	VFA	FAF	03,04,05,06,07,09,10,11	
Nenana	Nenana	99760	\$10,847.88	\$4,852.00	VFA	FAF	07,09,10,11	One IR Camera requested for \$5995- ineligible item- over \$4999.99
TriValley VFD	Healy	99243	\$4,860.00	\$4,860.00	VFA	FAF	03,04,05,06,09,10	
Ninilchick VFD	Ninilchick	99639	\$19,955.00	\$19,955.00	VFA	KKAO	03,04,05,08,09,11	
Cooper Landing VFD	Cooper Landing	99572	\$10,000.00	\$10,000.00	VFA	KKAO	No past grants	
Bear Creek Fire Service	Seward	99664	\$19,790.10	\$19,790.10	VFA	KKAO	03,04,05,06,08	
Seward, City of FD	Seward	99664	\$12,066.30	\$12,066.30	VFA	KKAO	02,03,05,06,07,08,09	
Kachemak Emergency SA	Homer	99603	\$19,816.00	\$19,816.00	VFA	KKAO	03,04,05,07,10,11	
Nikiski FD	Nikiski	99635	\$9,861.30	\$0.00	VFA	KKAO	04,05,07,08,09	Both items requested are over \$4999.99.No single item over \$4999.99 allowed
Palmer Fire & Rescue	Palmer	99645	\$19,508.08	\$19,508.08	VFA	Mat Su	02,04,05,06,08,11	
Butte VFD	Palmer	99645	\$20,000.00	\$20,000.00	VFA	Mat Su	04,05,06, 07,08,09	
GirdwoodVFD	Girdwood	99587	\$3,892.28	\$3,892.28	VFA	Mat Su	2007,09,10	
Houston	Houston	99694	\$18,900.00	\$18,900.00	VFA	Mat Su	03,04,09,11	
Caswell Lakes VFD	Talkeetna	99676	\$8,511.92	\$8,511.92	VFA	Mat Su	2009, 2010,2011	
Sutton VFD	Sutton	99674	\$15,452.60	\$15,452.60	VFA	Mat Su	05,06,07,09,10,11	
Willow VFD	Willow	99687	\$11,873.51	\$11,873.51	VFA	Mat Su	02,03,04,07,08,10,11	
Huslia VFD	Huslia	99746	\$3,707.00	\$3,707.00	VFA	NRO	No past grants	
Sitka VFD	Sitka	99835	\$16,894.45	\$16,894.45	VFA	NSE	No past grants	
Skagway VFD	Skagway	99840	\$10,562.40	\$10,562.40	VFA	NSE	98	
Elfin Cove VFD	Elfin Cove	99825	\$4,740.00	\$4,740.00	VFA	NSE	2007 2010	
Haines	Haines	99827	\$3,159.00	\$3,159.00	VFA	NSE	2009,10	
Kiehini Valley VFD	Haines	99827	\$11,223.94	\$5,223.94	VFA	NSE	01,07,08,10	Repeater requested for \$6,000 - ineligible item- over \$4999.99
Gustavus	Gustavus	99826	\$8,713.00	\$8,713.00	VFA	NSE	2010, 2011	
Hollis VFD	Craig	99921	\$11,386.30	\$11,386.30	VFA	SSE	06,07	
Petersburg VFD	Petersburg	99833	\$12,420.00	\$6,420.00	VFA	SSE	03,04,08,11	One pump requested for \$6,000 -ineligible item - over \$4999.99
South Tongass Fire Protection	Ketchikan	99901	\$10,734.70	\$10,734.70	VFA	SSE	02,03,05,08,11	
Bethel Fire Department	Bethel	99559	\$17,667.00	\$14,477.00	VFA	SWD	02,03,04,05,09	Boots for \$3190 - Footware is an ineligible item
Platinum, City of	Platinum	99651	\$10,000.00	\$0.00	VFA	SWD		Not registered with State Fire Marshall's Office, No match documentation attached. Items requested total \$10,000 but asked for \$20,000.
Stony River VFD	Stony River	99587	\$12,000.00	\$0.00	VFA	SWD		Not registered with State Fire Marshall's Office , no match documentation attached , truck ineligible- no item over \$4999.99 allowed.
Tok VFD	Tok	99780	\$18,390.00	\$18,390.00	VFA	TOK	03,04,06,07,08,09,10,11	
Neelchina Mendeltna VFD	Glennallen	99588	\$18,000.00	\$18,000.00	VFA	VCRA	New VFD	
Kennicott/McCarthy VFD	Glennallen	99588	\$20,000.00	\$20,000.00	VFA	VCRA	2011	
Strelina VFD	Chitna	99586	\$20,000.00	\$20,000.00	VFA	VCRA	2006,08,09,10,11	
GlennRich VFD	Glennallen	99588	\$20,000.00	\$20,000.00	VFA	VCRA	2011	
Kenny Lake VFD	Copper Center	99573	\$2,000.00	\$2,000.00	VFA	VCRA	2010	
Gakona	Gakona	99586	\$15,353.12	\$15,353.12	VFA	VCRA	05,06,08,10,11	
GRAND TOTAL			\$509,291.16	\$454,868.70				

This warrant will be administered as unclaimed property under AS 34.45 unless redeemed within six months after the date of issue.

STATE OF ALASKA
TREASURY WARRANT
GENERAL FUND

GN No. 29391373

WARRANT NO.
24774173

89-52/1252

DATE OF ISSUE APR 25, 2012

PAY

NINETEEN THOUSAND FIVE HUNDRED EIGHT AND 08/100
DOLLARS

TO THE ORDER OF

\$	*****19,508	08
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10078 24774173

PALMER EMERGENCY SERVICES

645 COPE INDUSTRIAL WAY
PALMER AK 99645-6748

⑈ 24774173 ⑈ ⑆ 125200523 ⑆ 729681000067 ⑈

REMITTANCE ADVICE - STATE OF ALASKA TREASURY WARRANT - NOT NEGOTIABLE	STOCK NO. 29391373
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WARRANT NO. 24774173	MO DAY YR 04 25 12	VENDOR PALMER EMERGENCY SERVICES	VENDOR ID. PES05250
STATE OFFICE PCN 0424 EDWARDS	PHONE 907 465-3823	DOCUMENT AA24889780013	AMOUNT PAID \$19,508.08

TYPE	REFERENCE NUMBER	DATE	COMMENTS	AMOUNT
INV	12 VOLUNTEER FIRE GRNT	04 24 12		19,508.08
PMT	OF YOUR 2012 VOLUNTEER FIRE ASSISTANCE GRANT			
<p>QUESTIONS: DIVISION OF FORESTRY ARLENE WEBER-SWORD 907-269-8471 If you receive recurring payments from State of Alaska, please enroll to receive payments electronically through ACH/EDI. Select the appropriate Electronic Payment Agreement form on our EDI website http://doa.alaska.gov/dof/epay/index.html Return the completed form to the address in the upper right hand corner of the form. Thank you.</p>				

MAKE INQUIRIES ABOUT PAYMENT TO OFFICE LISTED ABOVE



Quote Number: QU0000204785

Effective: 24 SEP 2012

Effective To: 23 NOV 2012

Bill-To:

PALMER, CITY OF
423 S VALLEY WAY
PALMER, AK 99645
United States

Ultimate Destination:

PALMER, CITY OF
645 E COPE INDUSTRIAL
PALMER, AK 99645
United States

Attention:

Name: Todd Russell
Phone: 907-745-3856

Sales Contact:

Name: Cheryl Moore
Email: cmoore@procommak.com
Phone: 9072612600

Contract Number: WSCA STANDARD

Freight terms: FOB Destination

Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	6	H46KDF9PW6BN	XTS2500 136-174MHZ/ 1-5W/ 870 CHANNELS/ 3X2 KEYPAD/ MODEL 2	\$1,550.00	\$1,139.25	\$6,835.50
1a	6	QA00211AA	ALT: IP67 IMMERSIBLE OPTION	\$150.00	\$110.25	\$661.50
1b	6	Q393SB	ALT: IMPRES BATTERY FM NIMH IMMERSIBLE 2000 MAH(NNTN6263)	\$47.00	\$34.55	\$207.30
1c	6	H885BK	ENH: 2 YEAR REPAIR SERVICE ADVANTAGE	\$84.00	\$84.00	\$504.00
1d	6	QA00542AA	ADD: SPARE KNOB KIT	-	-	-
1e	6	Q574AL	ENH: SOFTWARE TRUNKING 9600 BAUD	\$1,675.00	\$1,231.13	\$7,386.78
2	6	NTN1873A	CHARGER, IMPRES RAPID RATE, 110V US PLUG	\$165.00	\$121.28	\$727.68
3	6	RMN5038A	RSM W/MAN DOWN BUTTON	\$120.00	\$96.00	\$576.00

Total Quote in USD

\$16,898.76

12-026 WSCA 02702

PO Issued to Motorola Solutions Inc. must:

- >Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
- >Have a PO Number/Contract Number & Date
- >Identify "Motorola Solutions Inc." as the Vendor
- >Have Payment Terms or Contract Number
- >Be issued in the Legal Entity's Name
- >Include a Bill-To Address with a Contact Name and Phone Number
- >Include a Ship-To Address with a Contact Name and Phone Number
- >Include an Ultimate Address (only if different than the Ship-To)
- >Be Greater than or Equal to the Value of the Order
- >Be in a Non-Editable Format
- >Identify Tax Exemption Status (where applicable)
- >Include a Signature (as Required)